

CONFIDENTIAL

DDA Subject

DDA SUBJECT FILE COPY

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Parking Permit - VIP Lot

FROM:

EXTENSION

NO.

Chief, Administrative Management
Division. OC

DATE

OC-3164-88

25 AUG 1988

TO: (Name, title, room number, and
building)

DATE

RECEIVED

FORWARDED

OFFICER'S
INITIALSCOMMENTS (Number each comment to show from whom
to whom. Draw a line across column after each comment.)1. DDA Parking Officer
7D18 Hqs.

1-2:

2. Ruth
Parking Coordinator
3E14 HqsRuth: If there is anything we can
do to help in having
access to a VIP permit it would be
appreciated. He is a SIS-03.

3.

If you have any questions please
call me on

4.

5.

Thanks,

6.

Barbara

7.

8.

9.

10.

11.

12.

13.

14.

15.

45-3

LOGS-3

CONFIDENTIAL

OC-3164-88

25 AUG 1988

MEMORANDUM FOR: DDA Parking Officer

FROM:

Chief, Administrative Management Division, OC

SUBJECT:

Parking Permit - VIP Lot

Please issue a parking permit for the VIP parking lot at Headquarters for [redacted] As Chief, Management and Liaison Staff, OC, and a SIS 3 [redacted] is frequently required to attend meetings in the Headquarters building. Access to the VIP parking lot would greatly reduce his travel time. If further information is required, please contact

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